

## **November 2004 Unified Program Newsletter**

### ***IN THIS ISSUE:***

- 1. SWRCB      Revised LG-133 on Monitoring and Response Plans  
Northern California UST-Technical Advisory Group Meeting & Inspector Workshop**
- 2. DTSC      DTSC to Provide Training on Hazardous Waste Tracking System (HWTS) to CUPAs**

### **State Water Resources Control Board**

#### **Revised LG-133 on Monitoring and Response Plans**

SWRCB has revised LG 133-1, which contains model forms for monitoring and response plans using a workgroup of state and CUPA representatives. The workgroup is part of the Technical Group on Instructions and Forms (TGIF) for the Title 27 Unified Program regulations. This draft revised LG was reviewed by the CUPA Forum Board UST Issue Coordinators. If you have any questions or comments on the attached documents, please contact Ahmad Kashkoli at (916) 341-5855.

#### **Northern California UST-Technical Advisory Group Meeting & Inspector Workshop**

The next workshop is scheduled for Tuesday November 16, 2004. See attached flyer for additional details.

Time:            10:00am to 3:00pm  
Location:      University of California  
                    Sacramento County  
                    4145 Branch Center Road  
                    Sacramento CA 95827-3898

### **Department of Toxic Substance Control**

#### **DTSC to Provide Training on Hazardous Waste Tracking System (HWTS) to CUPAs**

The Department of Toxic Substances Control (DTSC) tracks information on hazardous waste handlers, transporters, and manifests using the Hazardous Waste Tracking System (HWTS). DTSC will provide three HWTS training classes to CUPAs in January as follows:

**January 12, 2005 – Glendale**  
**January 19, 2005 – Redding**  
**January 26, 2005 – Modesto**

The training covers searching for facilities and using manifest reports. This information can be used to look for possible mismanagement of hazardous waste to support inspection activities and enforcement actions.

Over 170 CUPA inspectors, management and staff from 80% of all CUPAs have received training and user accounts. Training is a prerequisite to obtain an HWTS user account. DTSC can now accommodate more than three staff per agency to attend the training; for more information on enrollment eligibility and registration, please contact Rita Hypnarowski, DTSC Statewide Compliance Division, at [rhypnaro@dtsc.ca.gov](mailto:rhypnaro@dtsc.ca.gov) or (916) 255-3699.

**The Unified Program Section is interested in your comments and suggestions regarding the newsletter. Please provide comments and suggestions to Anie Wilson at (916) 327-9559 or [awilson@calepa.ca.gov](mailto:awilson@calepa.ca.gov).**

**[Cal/EPA Unified Program Home Page](#)**

## *INVITATION TO ATTEND:*

### **Northern California UST-Technical Advisory Group Meeting & Inspector Workshop**

Date: Tuesday November 16<sup>th</sup>, 2004

Location:

**University of California**  
Sacramento County  
4145 Branch Center Road  
Sacramento CA 95827-3898

Plan Check Workshop

Time: 10:00am to 3:00pm

### **November 16<sup>th</sup>, 2004 Agenda:**

1. Workshop (*open session-public welcome*) – 10:00 a.m. to 12:00 p.m.  
Laura Chaddock and Scott Bacon from SWRCB will present on how to perform a plan check on newly installed UST Systems.
2. Lunch Break-12:00pm to 1:00pm (*on your own*)
3. UST-TAG Meeting (*closed session-regulators only*) – 1:00pm-3:00pm
  - a. Introductions (5 minutes)
  - b. SWRCB November TAG update (5-minutes)
  - c. Roundtable Self-Introduction & Issues: Voice your specific UST technical issues. Responses and brief discussions may occur at this time.  
(30-45 minutes)
  - d. Break (10 minutes)
  - e. Reading & Review of last months minutes (15 minutes)
  - f. Open discussion to occur at this time. (until 2:50pm)
4. Clean-Up Crew: (until 3:00pm)



**Terry Taminen**  
*Secretary for  
Environmental  
Protection*

# State Water Resources Control Board

## Division of Water Quality

1001 I Street • Sacramento, California 95814 • (916) 341-5752  
Mailing Address: P.O. Box 2231 • Sacramento, California • 95812  
FAX (916) 341-5808 • Internet Address: <http://www.swrcb.ca.gov>



**Arnold Schwarzenegger**  
*Governor*

### LG 133-1

(Supersedes LG 133)

## **UNDERGROUND STORAGE TANK (UST) MONITORING PLANS AND RESPONSE PLANS - MODEL FORMS**

(Available electronically through links at <http://www.swrcb.ca.gov/ust>)

November 1, 2004

To: Local Agencies and Other Interested Persons

The purpose of this letter is to transmit revised forms for monitoring plans (Enclosure 1) and response plans (Enclosure 2). The modifications reflect current underground storage tank (UST) requirements. These forms were revised by a workgroup of local agency and State Water Resources Control Board staff to help local agencies review monitoring plans and response plans before issuing or renewing UST operating permits. We have made every effort to ensure that the enclosed forms can be applied to a variety of UST system designs and configurations, and that all statutory and regulatory requirements for monitoring plans and response plans are included.

### **Monitoring Plans and Response Plans Requirements**

As a reminder, these forms are needed because all UST owners or operators are required to maintain written monitoring plans and emergency response plans at their UST facilities<sup>1</sup>. Local agencies must include or reference the monitoring plans and response plans in all UST operating permits<sup>2</sup>. Inspectors may review the procedures and plans with operators during inspections to verify that copies are maintained at the facility and that operators remain familiar with them. The information contained in the monitoring plans and response plans is a condition of the UST operating permit<sup>3</sup>. Therefore, the permit holder must notify the local agency within 30 days of any changes to the monitoring and response plans, unless the permit holder is required to obtain approval before making a change<sup>4</sup>.

### **Use of Revised Forms**

At this time, use of the enclosed forms is optional. We recognize that some agencies are already using their own forms and may not have a need for these revised forms. However, because we plan to incorporate monitoring plans and response plans forms into the California Code of

<sup>1</sup> California Code of Regulations, Title 23, section 2712 (b) and (i).

<sup>2</sup> California Code of Regulations, Title 23, section 2712 (c).

<sup>3</sup> California Code of Regulations, Title 23, section 2712.

<sup>4</sup> California Code of Regulations, Title 23, section 2632(d) and 2641(h).

Regulations, Title 27, we strongly encourage you to use the enclosed forms and provide us your feedback as to any needed improvements.

If you have questions or comments on the enclosed forms, please contact Mr. Ahmad Kashkoli at [kashkola@swrcb.ca.gov](mailto:kashkola@swrcb.ca.gov) or (916) 341-5855.

Sincerely,

*[Original signed by]*

Elizabeth L. Haven, Manager  
Underground Storage Tank Program

Enclosures (2)

# UNDERGROUND STORAGE TANK RESPONSE PLAN – PAGE 1

(One form per facility)

TYPE OF ACTION ☐ 1. NEW PLAN ☐ 2. CHANGE OF INFORMATION

R01.

## I. FACILITY INFORMATION

FACILITY ID # (Agency Use Only)

BUSINESS NAME (Same as FACILITY NAME)

R02.

BUSINESS SITE ADDRESS

R03.

CITY

R04.

## II. SPILL CONTROL AND CLEANUP METHODS

This plan addresses unauthorized releases from UST systems and supplements the emergency response plans and procedures in the facility's Hazardous Materials Business Plan.

- If safe to do so, facility personnel will take immediate measures to control or stop any release (e.g., activate pump shut-off, etc.) and, if necessary, safely remove remaining hazardous material from the UST system.
- Any release to secondary containment will be pumped or otherwise removed within a time consistent with the ability of the secondary containment system to contain the hazardous material, but not greater than 30 calendar days, or sooner if required by the local agency. Recovered hazardous materials, unless still suitable for their intended use, will be managed as hazardous waste.
- Absorbent material will be used to contain and clean up manageable spills of hazardous materials. Absorbent material may be reused until it becomes too saturated to be effective. It will then be managed properly. Used absorbent material, reusable or waste, will be stored in a properly labeled and sealed container.
- Facility personnel will determine whether any water removed from secondary containment systems, or from clean-up activity, has been in contact with any hazardous material. If the water is contaminated, it will be managed as hazardous waste. If the water has a petroleum sheen (i.e., rainbow colors), it is contaminated. A thick floating petroleum layer may not necessarily display rainbow colors. Water (hazardous or non-hazardous) from sumps, spill containers, etc. will not be disposed to storm water systems.
- We will review secondary containment systems for possible deterioration if any of the following conditions occur:
  1. Hazardous material in contact with secondary containment is not compatible with the material used for secondary containment;
  2. Secondary containment is prone to damage from any equipment used to remove or clean up hazardous material collected in secondary containment;
  3. Hazardous material, other than the product/waste stored in the primary containment system, is placed inside secondary containment to treat or neutralize released product/waste, and the added material or resulting material from such a combination is not compatible with secondary containment.

## III. SPILL CONTROL AND CLEAN-UP EQUIPMENT

**PERIODIC MAINTENANCE:** Spill control and clean-up equipment kept permanently on-site is listed in the facility's Hazardous Materials Business Plan. This equipment is inspected at least monthly, and after each use, supplies are replenished as needed. Defective equipment is repaired or replaced as necessary.

**EQUIPMENT NOT PERMANENTLY ON-SITE, BUT AVAILABLE FOR USE IF NEEDED:** (Complete only if applicable)

EQUIPMENT	LOCATION	AVAILABILITY
R10.	R20.	R30.
R11.	R21.	R31.
R12.	R22.	R32.
R13.	R23.	R33.
R14.	R24.	R34.
R15.	R25.	R35.

## IV. RESPONSIBLE PERSONS

**THE FOLLOWING PERSON(S) IS/ARE RESPONSIBLE FOR AUTHORIZING ANY WORK NECESSARY UNDER THIS RESPONSE PLAN:**

NAME	R40.	TITLE	R50.
NAME	R41.	TITLE	R51.
NAME	R42.	TITLE	R52.
NAME	R43.	TITLE	R53.

## V. INDIRECT HAZARD DETERMINATION

This information is required only when the presence of the hazardous substance can not be verified directly by the monitoring method used (e.g., where liquid level measurements in a tank annular space or secondary piping are used as the basis for leak determination).

THE FOLLOWING STEPS WILL BE TAKEN TO VERIFY THE PRESENCE OR ABSENCE OF HAZARDOUS SUBSTANCE IN THE SECONDARY CONTAINMENT IF MONITORING INDICATES A POSSIBLE UNAUTHORIZED RELEASE:

R60.

## UST Response Plan – Instructions

Complete one UST Response Plan for each UST facility. This form must be submitted with your initial UST Operating Permit Application and within 30 days of changes in the information it contains. It supplements the Emergency Response Plans and Procedures in the facility's Hazardous Materials Business Plan. (Note: Numbering of these instructions follows the data element numbers on the form.)

R01. TYPE OF ACTION – Check the appropriate box to indicate why this plan is being submitted.

FACILITY ID NUMBER – This space is for agency use only.

R02. BUSINESS NAME – Enter the complete Facility Name.

R03. BUSINESS SITE ADDRESS – Enter the street address where the facility is located, including building number, if applicable. Post office box numbers are not acceptable. This information must provide a means to locate the facility geographically.

R04. CITY – Enter the city or unincorporated area in which the facility is located.

R10. EQUIPMENT – If you have spill control or clean-up equipment kept off-site, list that equipment in sections R10 through R15. If no equipment is kept off-site, leave this section blank.

R20. LOCATION – If you have spill control or clean-up equipment kept off-site, list the equipment location(s) sections R20 through R25. If no equipment is kept off-site, leave this section blank.

R30. AVAILABILITY – If you have spill control or clean-up equipment kept off-site, list the equipment availability in sections R30 through R35. If no equipment is kept off-site, leave this section blank.

R40. NAME – At least one person responsible for authorizing any work necessary under this UST Response Plan must be identified. Use sections R40 through R43 to list the name(s) of the responsible person(s).

R50. TITLE – At least one person responsible for authorizing any work necessary under this UST Response Plan must be identified. Use sections R50 through R53 to list the job title(s) of the responsible person(s).

R60. INDIRECT HAZARD DETERMINATION – This section applies only when the presence of the hazardous substance can not be verified directly by the monitoring method used (e.g., hydrostatic monitoring of a tank annular space, where liquid level measurements are used as the basis for leak determination). Briefly describe the steps that will be taken to verify the presence or absence of hazardous substance in the secondary containment if monitoring indicates a possible unauthorized release.

OWNER/OPERATOR SIGNATURE – The owner/operator shall sign in the space provided. This signature certifies that the signer believes that all information submitted is true, accurate, and complete.

R70. DATE – Enter the date the plan was signed.

R71. OWNER/OPERATOR NAME – Print or type the name of the person signing the plan.

R72. OWNER/OPERATOR TITLE – Enter the title of the person signing the plan.

## UNDERGROUND STORAGE TANK RESPONSE PLAN – PAGE 2

### VI. LEAK INTERCEPTION AND DETECTION SYSTEM

This information is required only for motor vehicle fuel UST systems constructed per the Alternate Construction Requirements of 23 CCR §2633, and only if the Leak Interception and Detection System (LIDS) does not meet the volumetric requirements of 23 CCR §2631(d)(1) through (5) (i.e., when accounting for rainfall and backfill material, the secondary containment volume is less than 100% of primary tank volume for a single UST; or in the case of multiple USTs in shared secondary containment, 150% of the largest primary tank volume or 10% of aggregate primary tank volume, whichever is greater).

ATTACH AN ADDITIONAL PAGE TO THIS PLAN CONTAINING THE FOLLOWING INFORMATION:

- The volume of the LIDS in relation to the volume of the primary container;
- The amount of time the LIDS shall provide containment related to the time between detection of an unauthorized release and cleanup of the leaked substance;
- The depth from the bottom of the LIDS to the highest anticipated level of groundwater;
- The nature of the unsaturated soils under the LIDS and their ability to absorb contaminants or to allow movement of contaminants;
- The methods and scheduling for removal of all hazardous substances which may have been discharged from primary containment and are located in the unsaturated soils between the primary containment and groundwater, including the LIDS sump.

### VII. REPORTING AND RECORD KEEPING

We will report/record any overflow, spill, or unauthorized release from a UST system as indicated in this plan.

**Recordable Releases:** Any unauthorized release from primary containment which the UST operator is able to clean up within eight (8) hours after the release was detected or should reasonably have been detected, and which does not escape from secondary containment, does not increase the hazard of fire or explosion, and does not cause any deterioration of secondary containment, must be recorded in the facility's monitoring records. Monitoring records must include:

- The UST operator's name and telephone number;
- A list of the types, quantities, and concentrations of hazardous substances released;
- A description of the actions taken to control and clean up the release;
- The method and location of disposal of the released hazardous substances, and whether a hazardous waste manifest was or will be used;
- A description of actions taken to repair the UST and to prevent future releases;
- A description of the method used to reactivate interstitial monitoring after replacement or repair of primary containment.

**Reportable Releases:** Any overflow, spill, or unauthorized release which escapes from secondary containment (or primary containment if no secondary containment exists), increases the hazard of fire or explosion, or causes any deterioration of secondary containment, is a reportable release. Reportable releases are also recordable.

Within 24 hours after a reportable release has been detected, or should have been detected, we will notify the local agency administering the UST program of the release, investigate the release, and take immediate measures to stop the release. If necessary, or if required by the local agency, remaining stored product/waste will be removed from the UST to prevent further releases or facilitate corrective action. If an emergency exists, we will notify the State Office of Emergency Services.

Within five (5) working days of a reportable release, we will submit to the local agency a full written report containing all of the following information to the extent that the information is known at the time of filing the report:

- The UST owner's or operator's name and telephone number;
- A list of the types, quantities, and concentrations of hazardous materials released;
- The approximate date of the release;
- The date on which the release was discovered;
- The date on which the release was stopped;
- A description of actions taken to control and/or stop the release;
- A description of corrective and remedial actions, including investigations which were undertaken and will be conducted to determine the nature and extent of soil, ground water or surface water contamination due to the release;
- The method(s) of cleanup implemented to date, proposed cleanup actions, and a schedule for implementing the proposed actions;
- The method(s) and location(s) of disposal of released hazardous materials and any contaminated soils, groundwater, or surface water.
- Copies of any hazardous waste manifests used for off-site transport of hazardous wastes associated with clean-up activity;
- A description of proposed methods for any repair or replacement of UST system primary/secondary containment systems;
- A description of additional actions taken to prevent future releases.

We will follow the reporting procedures described above if any of the following conditions occur:

- A recordable unauthorized release can not be cleaned up or is still under investigation within eight (8) hours of detection;
- Released hazardous substances are discovered at the UST site or in the surrounding area;
- Unusual operating conditions are observed, including erratic behavior of product dispensing equipment, sudden loss of product, or the unexplained presence of water in the tank, unless system equipment is found to be defective and is immediately repaired or replaced, and no leak has occurred;
- Monitoring results from UST system monitoring equipment/methods indicate that a release may have occurred, unless the monitoring equipment is found to be defective and is immediately repaired, recalibrated, or replaced, and additional monitoring does not confirm the initial results.

**Record Retention:** Monitoring records and written reports of unauthorized releases must be maintained on-site (or off-site at a readily available location, if approved by the local agency) for at least 3 years. Hazardous waste shipping/disposal records (e.g., manifests) must be maintained for at least 3 years from the date of shipment.

### VIII. OWNER/OPERATOR SIGNATURE

**CERTIFICATION:** I certify that the information provided herein is true and accurate to the best of my knowledge.

OWNER/OPERATOR SIGNATURE	DATE <span style="float: right;">R70.</span>
OWNER/OPERATOR NAME (print) <span style="float: right;">R71.</span>	OWNER/OPERATOR TITLE <span style="float: right;">R72.</span>

(Agency Use Only)      This plan has been reviewed and:      ☐ Approved      ☐ Approved With Conditions      ☐ Disapproved

Local Agency Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# UNDERGROUND STORAGE TANK MONITORING PLAN - PAGE 1

TYPE OF ACTION	<input type="checkbox"/> 1. NEW PLAN	<input type="checkbox"/> 2. CHANGE OF INFORMATION	M01.
PLAN TYPE	<input type="checkbox"/> MONITORING IS IDENTICAL FOR ALL USTs AT THIS FACILITY.		M02.
(Check one item only)	<input type="checkbox"/> THIS PLAN COVERS ONLY THE FOLLOWING UST SYSTEM(S):		
<b>I. FACILITY INFORMATION</b>			
FACILITY ID # (Agency Use Only)			
BUSINESS NAME (Same as FACILITY NAME)	M03.		
BUSINESS SITE ADDRESS	M04.	CITY	M05.

## II. EQUIPMENT TESTING AND PREVENTIVE MAINTENANCE

State law requires that testing, preventive maintenance, and calibration of monitoring equipment (e.g., sensors, probes, line leak detectors, etc.) be performed at the frequency specified by the equipment manufacturers' instructions, or annually, whichever is more frequent, and that such work must be performed by qualified personnel.

MONITORING EQUIPMENT IS SERVICED ☐ 1. ANNUALLY M06. ☐ 99. OTHER (Specify): M07.

## III. MONITORING LOCATIONS

This monitoring plan must include a Site Plan showing the general tank and piping layouts and the locations where monitoring is performed (i.e., location of each sensor, line leak detector, monitoring system control panel, etc.). If you already have a diagram (e.g., current UST Monitoring Site Plan from a Monitoring System Certification form, Hazardous Materials Business Plan map, etc.) which shows all required information, include it with this plan.

## IV. TANK MONITORING

MONITORING IS PERFORMED USING THE FOLLOWING METHOD(S): (Check all that apply) M10.

☐ 1. CONTINUOUS ELECTRONIC MONITORING OF TANK ANNULAR (INTERSTITIAL) SPACE(S) OR SECONDARY CONTAINMENT VAULT(S)

SECONDARY CONTAINMENT IS: ☐ a. DRY ☐ b. LIQUID FILLED ☐ c. PRESSURIZED ☐ d. VACUUM M1

PANEL MANUFACTURER: M12. MODEL #: M1

LEAK SENSOR MANUFACTURER: M14. MODEL #(S): M1

☐ 2. AUTOMATIC TANK GAUGING (ATG) SYSTEM USED TO MONITOR SINGLE WALL TANK(S)

PANEL MANUFACTURER: M16. MODEL #: M17

IN-TANK PROBE MANUFACTURER: M18. MODEL #(S): M19

LEAK TEST FREQUENCY: ☐ a. CONTINUOUS ☐ b. DAILY/NIGHTLY ☐ c. WEEKLY M20

☐ d. MONTHLY ☐ e. OTHER (Specify): M21

PROGRAMMED TESTS: ☐ a. 0.1 g.p.h. ☐ b. 0.2 g.p.h. ☐ c. OTHER (Specify): M22. M2

☐ 3. INVENTORY RECONCILIATION ☐ a. MANUAL PER 23 CCR §2646 ☐ b. STATISTICAL PER CCR §2646 M23

☐ 4. WEEKLY MANUAL TANK GAUGING (MTG) PER 23 CCR §2645

TESTING PERIOD: ☐ a. 36 HOURS ☐ b. 60 HOURS

☐ 5. INTEGRITY TESTING PER 23 CCR §2643.1

TEST FREQUENCY: ☐ a. ANNUALLY ☐ b. BIENNIALY ☐ c. OTHER (Specify): M26. M27

☐ 6. VISUAL MONITORING: ☐ a. DAILY ☐ b. WEEKLY

☐ 99. OTHER (Specify): M28

## V. PIPE MONITORING

MONITORING IS PERFORMED USING THE FOLLOWING METHOD(S) (Check all that apply) M30.

☐ 1. CONTINUOUS MONITORING OF PIPING SUMP(S)/TRENCH(ES) AND OTHER SECONDARY CONTAINMENT

SECONDARY CONTAINMENT IS: ☐ a. DRY ☐ b. LIQUID FILLED ☐ c. PRESSURIZED ☐ d. VAC M31

PANEL MANUFACTURER: M32. MODEL #: M33

LEAK SENSOR MANUFACTURER: M34. MODEL #(S): M35

WILL A PIPING LEAK ALARM TRIGGER AUTOMATIC PUMP (i.e., TURBINE) SHUTDOWN? ☐ a. YES ☐ b. NO M36

WILL FAILURE/DISCONNECTION OF THE MONITORING SYSTEM TRIGGER AUTOMATIC PUMP SHUTDOWN? ☐ a. YES ☐ b. NO M37

☐ 2. MECHANICAL LINE LEAK DETECTOR (MLLD) THAT ROUTINELY PERFORMS 3.0 g.p.h. LEAK TESTS AND RESTRICTS OR SHUTS OFF PRODUCT FLOW WHEN A LEAK IS DETECTED

MLLD MANUFACTURER(S): M38. MODEL #(S): M39

☐ 3. ELECTRONIC LINE LEAK DETECTOR (ELLD) THAT ROUTINELY PERFORMS 3.0 g.p.h. LEAK TESTS

ELLD MANUFACTURER(S): M40. MODEL #(S): M41

PROGRAMMED IN LINE TESTING: ☐ a. MINIMUM MONTHLY 0.2 g.p.h. ☐ b. MINIMUM ANNUAL 0.1 g.p.h. M42

WILL ELLD DETECTION OF A PIPING LEAK TRIGGER AUTOMATIC PUMP SHUTDOWN? ☐ a. YES ☐ b. NO M43

WILL ELLD FAILURE/DISCONNECTION TRIGGER AUTOMATIC PUMP SHUTDOWN? ☐ a. YES ☐ b. NO M44

☐ 4. INTEGRITY TESTING

TEST FREQUENCY: ☐ a. ANNUALLY ☐ b. EVERY 3 YEARS ☐ c. OTHER (Specify) M45. M46

☐ 5. VISUAL MONITORING: ☐ a. DAILY ☐ b. WEEKLY ☐ c. MIN. MONTHLY & EACH TIME SYSTEM OPERATED\* M47

☐ 6. SUCTION PIPING MEETS EXEMPTION CRITERIA PER 23 CCR §2636(a)(3)

☐ 7. NO PRODUCT OR REMOTE FILL PIPING IS CONNECTED TO THE UST(S)

☐ 99. OTHER (Specify) M48.

\* Allowed for monitoring of unburied emergency generator fuel piping only per HSC §25281.5(b)(3)



Complete a separate UST Monitoring Plan for each UST monitoring system at the facility. This form must be submitted with your initial UST Operating Permit Application and within 30 days of changes in the information it contains. Please note that your local agency may require you to obtain approval prior to installing or modifying monitoring equipment. (Note: Numbering of these instructions follows the data element numbers on the form.)

- M01. TYPE OF ACTION – Check the appropriate box to indicate why this plan is being submitted.
- M02. PLAN TYPE – Check the appropriate box to indicate whether this plan covers all, or merely some, of the USTs at the facility. If the plan covers only some of the tanks, identify those tanks in the space provided [e.g., by using the Tank ID #(s) in item 432 of the UST Operating Permit Application – Tank Form(s)].
- FACILITY ID NUMBER – This space is for agency use only.
- M03. BUSINESS NAME – Enter the complete Facility Name.
- M04. BUSINESS SITE ADDRESS – Enter the street address where the facility is located, including building number, if applicable. Post office box numbers are not acceptable. This information must provide a means to locate the facility geographically.
- M05. CITY – Enter the city or unincorporated area in which the facility is located.
- M06. MONITORING EQUIPMENT IS SERVICED – Check the appropriate box to specify the frequency of monitoring equipment testing/certification.
- M07. SPECIFY – If item II-99 is checked, enter the frequency of monitoring equipment testing/certification.
- M10. TANK MONITORING METHOD(S) – Check the appropriate box(es) in Section IV to identify all methods used for monitoring UST(s) covered by this plan.
- M11. SECONDARY CONTAINMENT IS – Check the appropriate box to describe the environment inside the tank secondary containment.
- M12. PANEL MANUFACTURER – If item IV-1 is checked, enter the name of the manufacturer of the monitoring system control panel (console).
- M13. MODEL # – If item IV-1 is checked, enter the model number for the monitoring system control panel.
- M14. LEAK SENSOR MANUFACTURER – If item IV-1 is checked, enter the name of the manufacturer of the sensor(s). If additional space is needed, use Section IX.
- M15. MODEL #(S) – If item IV-1 is checked, enter the model number for each type of sensor installed. If additional space is needed, use Section IX.
- M16. PANEL MANUFACTURER – If item IV-2 is checked, enter the name of the manufacturer of the monitoring system control panel (console).
- M17. MODEL # – If item IV-2 is checked, enter the model number for the monitoring system control panel.
- M18. IN-TANK PROBE MANUFACTURER – If item IV-2 is checked, enter the name of the manufacturer of the probe(s).
- M19. MODEL #(S) – If item IV-2 is checked, enter the model number for each type of in-tank probe installed. If additional space is needed, use Section IX.
- M20. LEAK TEST FREQUENCY – If item IV-2 is checked, check the appropriate box to describe the in-tank leak test frequency.
- M21. SPECIFY – If item M20-e is checked, enter the frequency of programmed leak tests.
- M22. PROGRAMMED TESTS – If item IV-2 is checked, check the appropriate box to describe the tests programmed into the ATG system.
- M23. SPECIFY – If item M22-c is checked, enter the frequency of in-tank leak testing.
- M24. INVENTORY RECONCILIATION – If item IV-3 is checked, check the appropriate box to describe the type of inventory reconciliation performed (i.e., Manual or Statistical).
- M25. TESTING PERIOD – If item IV-4 is checked, check the appropriate box to describe the MTG testing period.
- M26. TEST FREQUENCY – If item IV-5 is checked, check the appropriate box to describe the frequency of tank integrity testing.
- M27. SPECIFY – If item IV-5-c is checked, enter the frequency of tank integrity testing.
- M28. SPECIFY – If item IV-99 is checked, enter a brief description of the other tank monitoring method(s) used (e.g., vadose zone monitoring per 23 CCR §2647, groundwater monitoring per 23 CCR §2648). Include the monitoring frequency (e.g., Continuous, Weekly). If additional space is needed, use Section IX.
- M30. PIPE MONITORING METHOD(S) – Check the appropriate box(es) in Section V to identify all required methods used for monitoring piping in the UST system(s) covered by this plan.
- M31. SECONDARY CONTAINMENT IS – Check the appropriate box to describe the environment inside piping secondary containment.
- M32. PANEL MANUFACTURER – If item V-1 is checked, enter the name of the manufacturer of the monitoring system control panel (console).
- M33. MODEL # – If item V-1 is checked, enter the model number for the monitoring system control panel.
- M34. LEAK SENSOR MANUFACTURER – If item V-1 is checked, enter the name of the manufacturer of the sensor(s).
- M35. MODEL #(S) – If item V-1 is checked, enter the model number for each type of sensor installed. If additional space is needed, use Section IX.
- M36. WILL PIPING LEAK ALARM TRIGGER PUMP SHUTDOWN? – If item V-1 is checked, check Yes or No.
- M37. WILL FAILURE/DISCONNECTION OF MONITORING SYSTEM TRIGGER SHUTDOWN? – If item V-1 is checked, check Yes or No.
- M38. MLLD MANUFACTURER(S) – If item V-2 is checked, enter the name(s) of the manufacturer(s) of the mechanical line leak detector(s). If additional space is needed, use Section IX.
- M39. MODEL #(s) – If item V-2 is checked, enter the model number for each type of mechanical line leak detector installed. If additional space is needed, use Section IX.
- M40. ELLD MANUFACTURER – If item V-3 is checked, enter the name of the manufacturer of the electronic line leak detector(s).
- M41. MODEL #(S) – If item V-3 is checked, enter the model number for each type of electronic line leak detector installed. If additional space is needed, use Section IX.
- M42. PROGRAMMED LINE INTEGRITY TESTS – If item V-3 is checked, check the appropriate box to describe the type of tests programmed into the monitoring system.
- M43. WILL ELLD DETECTION OF A PIPING LEAK ALARM TRIGGER PUMP SHUTDOWN? – If item V-3 is checked, check Yes or No.
- M44. WILL ELLD FAILURE/DISCONNECTION TRIGGER PUMP SHUTDOWN? – If item V-1 is checked, check Yes or No.
- M45. TEST FREQUENCY – If item V-4 is checked, check the appropriate box to describe the frequency of pipe integrity testing.
- M46. SPECIFY – If item V-4-c is checked, enter the frequency of pipe integrity testing.
- M47. VISUAL MONITORING DONE – If item V-5 is checked, check the appropriate box to describe the frequency of visual monitoring.
- M48. SPECIFY – If item V-99 is checked, enter a brief description of the other line monitoring method(s) used. If additional space is needed, use Section IX. Be sure to clearly describe monitoring method(s) and frequency.

This monitoring plan must include a Site Plan showing the general tank and piping layouts and the locations where monitoring is performed (i.e., location of each sensor, line leak detector, monitoring system control panel, etc.). If you already have a diagram (e.g., current UST Monitoring Site Plan from a Monitoring System Certification form, Hazardous Materials Business Plan map, etc.) which shows all required information, include it with this plan.

# UNDERGROUND STORAGE TANK MONITORING PLAN – PAGE 2

## VI. DISPENSER MONITORING

MONITORING OF AREAS BENEATH DISPENSER(S) IS PERFORMED USING THE FOLLOWING METHOD(S) (Check all that apply)

- ☐ 1. CONTINUOUS MONITORING OF UNDER DISPENSER CONTAINMENT (UDC) M50.
- PANEL MANUFACTURER: \_\_\_\_\_ M51. MODEL #: \_\_\_\_\_
- LEAK SENSOR MANUFACTURER: \_\_\_\_\_ M53. MODEL #(S): \_\_\_\_\_
- WILL DETECTION OF A LEAK IN THE UDC TRIGGER AUDIBLE AND VISUAL ALARMS? ☐ a. YES ☐ b. NO M55.
- WILL A UDC LEAK ALARM TRIGGER AUTOMATIC PUMP SHUTDOWN? ☐ a. YES ☐ b. NO M56.
- WILL FAILURE/DISCONNECTION OF UDC MONITORING SYSTEM TRIGGER AUTOMATIC PUMP SHUTDOWN? ☐ a. YES ☐ b. NO M57.
- ☐ 2. MECHANICAL CONTINUOUS MONITORING (e.g., FLOAT AND CHAIN ASSEMBLY) IN UDC TRIPS SHEAR VALVE IN CASE OF LEAK
- MANUFACTURER: \_\_\_\_\_ M58. MODEL #(S): \_\_\_\_\_ M59.
- ☐ 3. VISUAL MONITORING DONE: ☐ a. DAILY ☐ b. WEEKLY M60.
- ☐ 4. NO DISPENSERS
- ☐ 99. OTHER (Specify) \_\_\_\_\_

## VII. ENHANCED LEAK DETECTION

- ☐ WE HAVE BEEN NOTIFIED BY THE STATE WATER RESOURCES CONTROL BOARD THAT WE MUST PERFORM ENHANCED LEAK DETECTION (ELD) FOR THE UST(S) COVERED BY THIS PLAN. PER 23 CCR §2644.1, ELD IS PERFORMED EVERY 36 MONTHS AS REQUIRED M70.

## VIII. TRAINING

REFERENCE DOCUMENTS MAINTAINED AT FACILITY (Check all that apply) M80.

1. ☐ THIS UNDERGROUND STORAGE TANK MONITORING PLAN (Required)
2. ☐ OPERATING MANUALS FOR ELECTRONIC MONITORING EQUIPMENT (Required)
3. ☐ THE FACILITY'S BEST MANAGEMENT PRACTICES (Required as of January 1, 2005)
4. ☐ CALIFORNIA UNDERGROUND STORAGE TANK REGULATIONS
5. ☐ CALIFORNIA UNDERGROUND STORAGE TANK LAW
6. ☐ STATE WATER RESOURCES CONTROL BOARD (SWRCB) PUBLICATION: "HANDBOOK FOR TANK OWNERS - MANUAL AND STATISTICAL INVENTORY RECONCILIATION"
7. ☐ SWRCB PUBLICATION: "WEEKLY MANUAL TANK GAUGING FOR SMALL UNDERGROUND STORAGE TANKS"
99. ☐ OTHER (Specify): \_\_\_\_\_ M81.

Personnel with UST monitoring responsibilities are familiar with all of the above documents relevant to their job duties and can access those documents when needed. By January 1, 2005, this facility will have a "Designated UST Operator" who has passed the California UST System Operator Exam administered by the International Code Council (ICC). By July 1, 2005, and annually thereafter, the "Designated UST Operator" will train facility employees in the proper operation and maintenance of the UST systems. This training will include, but is not limited to, the following:

- Operation of the UST systems in a manner consistent with the facility's best management practices.
- The facility employee's role with regard to the leak detection equipment.
- The facility employee's role with regard to spills and overfills.
- Whom to contact for emergencies and leak detection alarms.

For facility employees hired on or after July 1, 2005, the initial training will be conducted within 30 days of the date of hire.

## X. PERSONNEL RESPONSIBILITIES

AS OF JANUARY 1, 2005, THE "DESIGNATED UST OPERATOR" IDENTIFIED IN SECTION III OF THE CURRENT UST OPERATING PERMIT APPLICATION – FACILITY FORM WILL HAVE ULTIMATE AUTHORITY FOR PERFORMING THE MONITORING ACTIVITIES AND MAINTAINING LEAK DETECTION EQUIPMENT COVERED BY THIS PLAN TITLE 23 CCR § 2715(c), AND WILL PERFORM AND DOCUMENT MINIMUM MONTHLY VISUAL INSPECTIONS OF THE FACILITY'S UST SYSTEMS IN ACCORDANCE WITH TITLE 23 CCR § 2715(c).

## XI. OWNER/OPERATOR SIGNATURE

**CERTIFICATION: I certify that the information provided herein is true and accurate to the best of my knowledge.**

OWNER/OPERATOR SIGNATURE	REPRESENTING	DATE:	<span style="float: right;">M91.</span>
	<input type="checkbox"/> Owner <span style="float: right;">M90.</span> <input type="checkbox"/> Operator		
OWNER/OPERATOR NAME (print): <span style="float: right;">M92.</span>		OWNER/OPERATOR TITLE:	<span style="float: right;">M93.</span>

(Agency Use Only) This plan has been reviewed and: ☐ Approved ☐ Approved With Conditions ☐ Disapproved

Local Agency Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Comments/Special Conditions: \_\_\_\_\_

Complete a separate UST Monitoring Plan for each UST monitoring system at the facility. This form must be submitted with your initial UST Operating Permit Application and within 30 days of changes in the information it contains. Please note that your local agency may require you to obtain approval prior to installing or modifying monitoring equipment. (Note: Numbering of these instructions follows the data element numbers on the form.)

- M50. DISPENSER MONITORING METHOD(S) – Check the appropriate box(es) in Section IV to identify all required methods used for monitoring the area(s) beneath the dispenser(s). If no dispensers are installed (e.g., USTs supplying standby generators), check item VI-5.
- M51. PANEL MANUFACTURER – If item VI-1 is checked, enter the name of the manufacturer of the monitoring system control panel (console). If there is no control panel (e.g., only an electrical relay box is installed) leave this space blank.
- M52. MODEL # – If item VI-1 is checked, enter the model number for the monitoring system control panel. If there is no control panel (e.g., only an electrical relay box is installed) leave this space blank.
- M53. LEAK SENSOR MANUFACTURER – If item VI-1 is checked, enter the name of the manufacturer of the sensor(s).
- M54. MODEL #(S) – If item VI-1 is checked, enter the model number for each type of sensor installed. If additional space is needed, use Section IX.
- M55. WILL DETECTION OF A LEAK INTO UDC TRIGGER AUDIBLE AND VISUAL ALARMS? – If item VI-1 is checked, check Yes or No.
- M56. WILL A UDC LEAK ALARM TRIGGER PUMP SHUTDOWN? – If item VI-1 is checked, check Yes or No.
- M57. WILL FAILURE/DISCONNECTION OF UDC MONITORING TRIGGER SHUTDOWN? – If item VI-1 is checked, check Yes or No.
- M58. ASSEMBLY MANUFACTURER – If item VI-2 is checked, enter the name of the manufacturer of the mechanical leak detection assembly.
- M59. MODEL #(S) – If item VI-2 is checked, enter the model number for each type of mechanical leak detection assembly installed. If additional space is needed, use Section IX.
- M60. VISUAL MONITORING DONE – If item VI-3 is checked, check the appropriate box to describe the frequency of visual monitoring.
- M61. SPECIFY – If item VI-99 is checked, enter a brief description of the other method(s) used to monitor the UDC. If additional space is needed, use Section IX.
- M70. ENHANCED LEAK DETECTION – Check the box if you have been notified by the State Water Resources Control Board (SWRCB) that the UST(s) covered by this plan is/are subject to Enhanced Leak Detection Requirements (i.e., UST has any single-wall component and is located within 1,000 feet of a public drinking water well).
- M80. REFERENCE DOCUMENTS MAINTAINED AT FACILITY – Check the appropriate boxes to describe reference documents maintained at the facility. Note that items 1, 2, and 3 must be kept at the facility.
- M81. SPECIFY – If item VIII-99 is checked, enter a brief description of the other document(s) maintained at the facility. If additional space is needed, use Section IX.
- M85. COMMENTS/ADDITIONAL INFORMATION – You may use this section to describe any additional UST system monitoring-related information (e.g., additional information required by your local agency). If using Section IX as additional space for items required elsewhere in this plan, reference the item number (e.g., "Item M35 - Model 2468 and 3579 Leak Sensors").

OWNER/OPERATOR SIGNATURE – The owner/operator shall sign in the space provided. This signature certifies that the signer believes that all information submitted is true, accurate, and complete, and that the training program specified in Section VIII has been implemented..

- M90. REPRESENTING – Check the appropriate box to indicate whether the signer is representing the UST owner or UST operator.
- M91. DATE – Enter the date the plan was signed.
- M92. OWNER/OPERATOR NAME – Print or type the name of the person signing the plan.
- M93. OWNER/OPERATOR TITLE – Enter the title of the person signing the plan.